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U. S. DEPARTMENT OF AGRICULTURE
Office of Information
Washington 25, D. C.

June 3, 1946

OFFICE OF INFORMATION MEMORANDUM NO. 75, Revision 1

Printing and Binding Allotments, Fiscal Year 1947

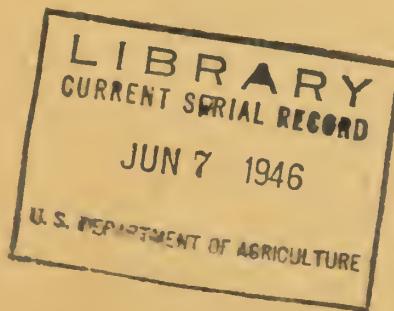
The Office of Information will again make allotments of funds to bureaus and agencies of the Department to provide for job printing of administrative instructions for the current fiscal year. These allotments will not include printing and binding for activities authorized under the Farm Labor Act, marketing farm products appropriation, nor other special printing authorizations in the 1947 appropriation act or other acts (for example, special research funds, printing meat tags and labels, Commodity Credit or other corporation printing authorizations, etc).

The 1947 Agriculture Appropriation Act (as passed by the Senate) provides the sum of \$1,325,000 for Department printing and binding and for the Congressional supply of the Agriculture Yearbook. Of the \$325,000 increase over 1946, \$310,000 is earmarked for the Agriculture Yearbook and for printing backlog of soil surveys, allowing an increase of only \$15,000 above the amount available in 1946, which \$15,000 was justified for a few backlog technical publications. For all practical purposes the amount available for job work printing in 1947 is only equivalent to that available in 1946.

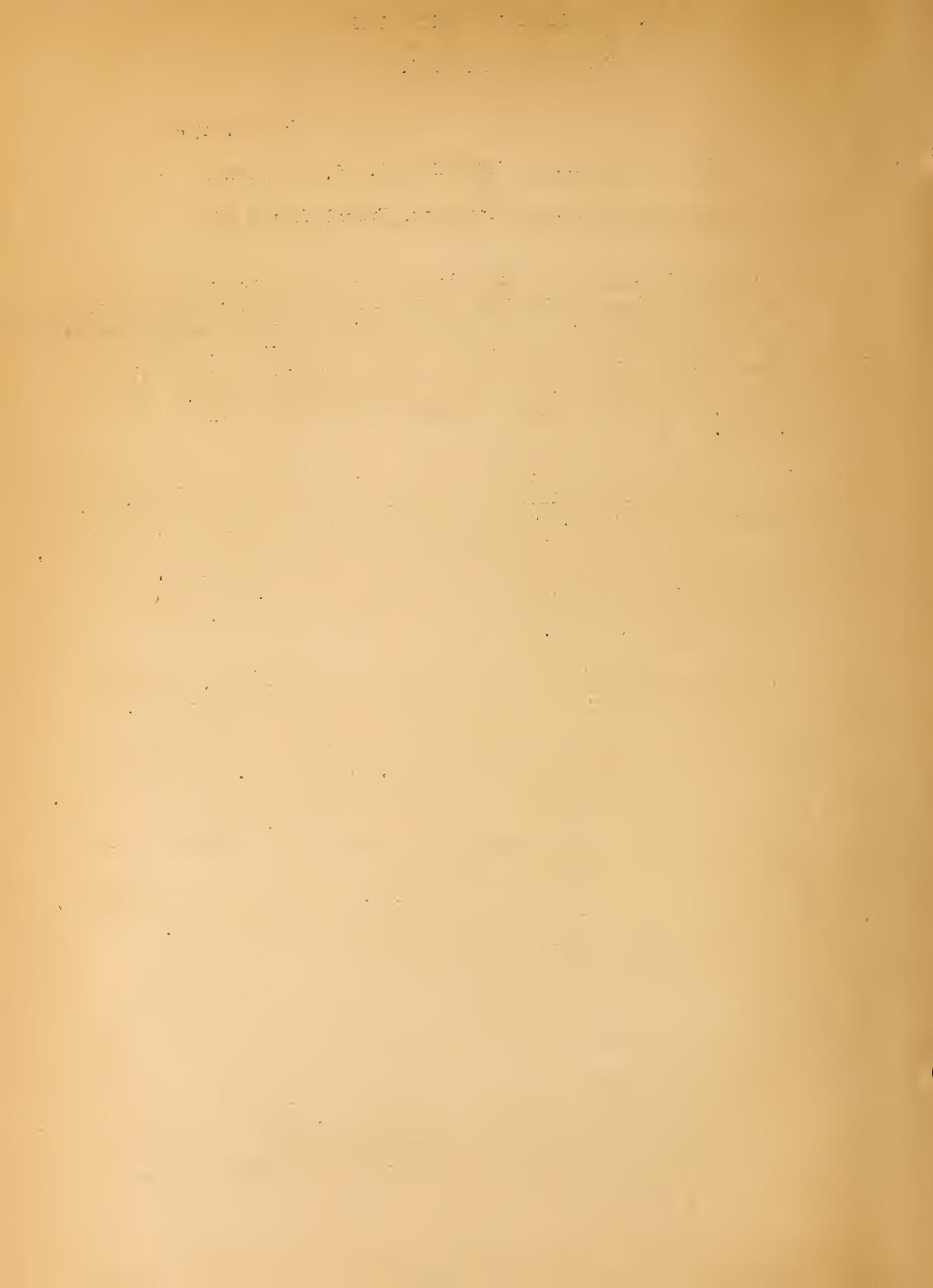
It is requested that each bureau or office, using the attached form, estimate its needs as closely as possible. Included under this estimate, of course, will be job work wanted during the 1946 fiscal year but held over because of insufficient printing funds. Any questions or problems regarding printing funds should be referred to Mr. McCormick, of this Office, Branch 5249. Estimated obligations through the first 11 months of the 1946 fiscal year are now available.

Please fill out and return the attached job printing estimates form by June 24 to Mr. McCormick, room 402, Administration Building.

With respect to emergency field printing, we anticipate requesting an authorization for \$85,000, applicable to all printing funds, for the fiscal year 1947.



Keith Himebaugh
Keith Himebaugh
Director of Information



June 3, 1946

(Bureau or Agency)

Estimates for Job Printing and Administrative Instructions:

Job Work:

Forms	_____
Letterheads	_____
Binding	_____
Total	_____

Administrative Instructions:

Congressional Documents*	_____
Instructions and Information	_____
Service and Regulatory Announcements	_____
Other	_____
Grand Total	_____

Justification for estimated expenditures in excess of 1946
expenditures:

*Include only amounts for printing requisitions to be made by your agency, but do not estimate for material usually requested or obtained from the Legislative Reports and Service Section, B&F.

